

**TOWN OF ROCKY HILL
TOWN COUNCIL
BUDGET WORKSHOP OF APRIL 23, 2014**

I. CALL TO ORDER

Mayor Henry Vasel called the April 23, 2014 Budget Workshop to order at 6:00 p.m. in the Council Chambers of the Rocky Hill Town Hall, 761 Old Main Street, Rocky Hill, CT.

Those in attendance: Deputy Mayor Nadine Bell, Councilor Meg Casasanta, Councilor Guy Drapeau, Councilor Joe Kochanek, Councilor Tim Moriarty, Councilor Frank Szeps and Councilor Cathy Vargas. Also present were Town Manager Barbara Gilbert and Finance Director John Mehr.

Those absent: Councilor Bill MacDonald.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

III. MOMENT OF SILENCE

Mayor Vasel asked for a Moment of Silence.

IV. PUBLIC COMMENT

Mayor Vasel asked if there was anyone from the public who wished to comment at this time. Ann Dobmeier, 50 Stagecoach Lane, R.H., said she is the President of the Friends of the Cora J. Belden Library. She wanted to come this evening to speak in favor of the Cora J. Belden Library and its budget. The Cora J. Belden Library is on this meeting's agenda. This library is a resource for everyone. There aren't many other services that this Town provides that are open to all of the residents. The library is a resource for the public to gain access to information, to learn new technologies, to help them find jobs and to support education and lifelong learning. The library offers individuals at all stages of life, the opportunity to access information and education and to develop the essential skills needed to function in the digital age by promoting literacy and advancing research and connecting communities. She sees how all of the ages use the library because she is a frequent library user. She told everyone to check the parking lot out there sometimes because people have to look for a place to park and she has even had to park at the Post Office in order to go to the library. She said that it is a lot of fun to see the little children rushing down to the Children's Room for activities or for story time or just for them to hang out to use the early literacy computers and to read. She sees adults using the computers all of the time. They come to programs also in addition to them checking books out and they also get training. She mentioned that libraries empower the individuals and she explained more about that. People of all ages turn to the Cora J. Belden Library for instruction, support, books, access

to resources and to computers in order to help them lead better lives. Libraries support lifelong learning and literacy. Many children learn to strengthen their skills and to read at the Cora J. Belden Library with school research projects, at story times and with summer reading, etc. Other people come to the library to learn information skills and technology that help them discover new interests, to have their questions answered and to share their ideas with others. She said that libraries strengthen families and she gave more details about this. She thanked the Town Council for their past support of literacy and learning for all. She hopes that there will be a continued support for the Cora J. Belden Library.

Mayor Vasel said thank you. He asked if there was anyone else from the public who wished to speak. There was no one else who wished to.

V. BUDGET REVIEW

A. LIBRARY

Mayor Vasel referred to Pages 104 and 105 (Cora J. Belden Public Library – Code #01550100) of the 2014-2015 Proposed Annual Budget Book. Town Manager Gilbert introduced Mary Hogan (Library Director) to the Councilors who didn't know her. Mary Hogan introduced a couple of her Staff members who were sitting behind her (Carole Fischer and Terri Corry). Mayor Vasel asked the Councilors if they had any questions. Town Manager Gilbert said the salaries in this account for the AFSCME clerical people are representative of two years because negotiations for this contract had not been finished by the time the current budget was adopted.

Mayor Vasel said he used to go to the library to use reference materials and the encyclopedias when he was doing school work. That had been long before there were computers. He asked Mary Hogan if she had a breakdown as to how many people use the books and how many use the computers. Mary Hogan said there are one hundred fifty thousand people on the average every year, who walk into the Cora J. Belden Library. They don't know how many people just use the computers and how many just check out the books. Approximately two hundred seventy thousand items are checked out per year. There are fourteen public computers that are upstairs and they average twenty-seven thousand hours of use per year on those. They haven't been able to track WiFi but they are hoping that they will be able to track how many people come into the Library next year just for this. Mayor Vasel said he knows that the library also loans DVDs out. He asked how many copies of a DVD they would buy if a blockbuster hit comes out. Mary Hogan said they would usually buy one of these but sometimes two. This would depend upon the request. One of the most popular programs that they have is that they show movies at the library. Only forty people are allowed to come in at a time to watch a movie. A couple of weeks ago, they had to show the same movie four different times and there were between twenty-four and forty people at each of these showings. The library gets donations of movies every once in a while. Mayor Vasel said it seems like movies go out as quickly as they come in. He asked if there is a room somewhere that has all of the old movies in it. Mary Hogan said they just have one area where all of the DVDs are located. Mayor Vasel asked what happens after six months or one year when a movie is no longer a blockbuster. Mary Hogan said the DVDs don't have a long shelf life like the VHS movies. They keep the DVDs almost to the end of their life. Checkouts are allowed for two days for the current movies. They also have a collection of some

of the oldies and that is to the left of the where the current movies are. They work with the Assisted Living Facilities and some of the nursing homes. They have different showings for them and the people in those like some of the classics. She mentioned some of the other types of films they have.

Mayor Vassel asked if any Councilors had any questions. Councilor Drapeau asked Mary Hogan if she could break down for him the budget requests for library books that is in the amount of \$110,000 and he asked how much of this is for new publications. Mary Hogan said this is probably 95% to 99%. Councilor Drapeau said he was thinking about licensing for certain electronic books and he asked if there is a fee. Mary Hogan said there are fees. They are trying to not get licensing for the E-books by them working with a lot of different publishers. She explained some more and she said that they own it when they purchase an E-book and it can be checked out until the software changes. So far for the services that they use, they have been migrating the software. Councilor Drapeau asked if any of the new books that are being bought are E-books. Mary Hogan said approximately 6% to 8% are E-books. She has also bought some older E-books because they study the curriculum at Rocky Hill High School. It is very rare that they do this though. They are finding that for everything else, people want the bestsellers so this is what they are buying for E-books. She mentioned that they are part of a consortium for the E-books so there are approximately five thousand of these that are accessible to Rocky Hill and there are about thirty libraries that share these. Councilor Drapeau asked if the \$110,000 would be to buy hard copies. Mary Hogan said yes. This is broken down. This is for fiction, non-fiction, periodicals, audio books, DVDs and some music CDs. There is the same breakdown for children's books. Councilor Drapeau asked Mary Hogan if she gets donations of books. Mary Hogan said the Friends of the Library collect books all year round (a couple of thousand every year) and they sell them twice per year. This year, the next book sale will be held on May 3, 2014 and May 4, 2014. The Cora J. Belden Library gets first dibs on these books though. These donated books are all looked through first for the library before they are sold.

Councilor Drapeau told Mary Hogan that she had indicated that there were four showings of a movie of twenty to forty people each time and he said that it seems like they have a lot of foot traffic in the Cora J. Belden Library. Mary Hogan said they do have that. Councilor Drapeau asked if anything is being done to promote book donations for the people who come into the library. Mary Hogan said something for this is right there as soon as people walk into the library. The Friends of the Library have some very dedicated volunteers who solicit book donations. Press releases are done on a regular basis and they get a lot of donations of books.

Mayor Vassel asked if any other Councilors had questions. Councilor Vargas said she noticed between the full time payroll and the part time payroll that this comes up to approximately 81% of the total budget. She told Mary Hogan that she has a lot more service compared to widgets in her department. Councilor Vargas said she is the Chairwoman of the Senior Affairs Committee and one of the things that the Committee has talked about is that they know the school system has the Senior Program where seniors come in to help out for a nominal amount. This helps to offset their taxes and it supplements their income. There is almost \$149,000 for the part time payroll so she asked Mary Hogan about giving it some thought where maybe they could apply the Senior Program to the Town. Councilor Vargas doesn't think that the seniors are looking for a handout but she thinks they are looking for something to do where they are helping the Town.

She thinks the library would be a perfect scenario for them to do this. She doesn't believe that the seniors couldn't be taught to do this (i.e. to be a book shelve, etc.). She told Mary Hogan that she was suggesting this. Mary Hogan said she would be very interested in looking into this more. She had been told by her predecessor that they use all of their volunteers for the Friends of the Library. She was told that this could be a union issue if volunteers are used and she really doesn't work with the unions at all. She said that she would be happy to look into this and to find out more about it. Councilor Vargas asked Town Manager Gilbert if this is something that could be done in the part time area. Town Manager Gilbert said the guidelines would have to be amended for this but they can look into this as long as this doesn't infringe on any union positions. They are prohibited from laying people off to outsource their jobs unless this is negotiated with them but she said that they can look at this. She gave more details as to the program that is set up with the schools for this. Councilor Vargas said this is a very worthwhile program and she thinks there are seniors who are in need. She thinks the library would be a good area for this because they have more service more than anything else. She would like to have this explored to see if they could do this. Mary Hogan said sure. She mentioned also how the Cora J. Belden Library would like to get involved in the Senior Affairs Committee because they share a lot of the same people in doing their programs, etc. She said they keep watching what the future of the library will be and they have seen the changeover in five years with more people coming in and more programs so she thinks this would fit in. She said that they would like to help or volunteer. Councilor Vargas told Mary Hogan that they will be in touch.

Councilor Casasanta referred to Computers (#01550100 5746) and she confirmed with Mary Hogan that she had said there are fourteen computers on the second floor of the Cora J. Belden Library. Mary Hogan said those are on the main level. Councilor Casasanta asked if two of these fourteen computers are being looked at to be replaced. Mary Hogan said it would have been this when they had the hard drive but they have the zero clients, etc. now and they got the starter set a couple of years ago with a grant. She explained that this money in the budget is because keyboards and monitors, etc. go. They want to keep the equipment up. This money might not actually be for the thin client but it could be for the pieces. Councilor Casasanta asked if these fourteen computers are being used constantly. Mary Hogan said they are. People are allowed one hour of time on them but they are allowed to stay on them if no one is waiting. It averages out to being six to twelve of these that are being used but they see all fourteen of them being used every once in a while. They would like more computers but they don't have a lot of electricity.

Deputy Mayor Bell referred to Part Time Salaries (#01550100 5120). She asked Town Manager Gilbert how many of these nineteen positions are non-union ones. Town Manager Gilbert asked Mary Hogan. Mary Hogan said two of these are union positions. Town Manager Gilbert said those are twenty-four hour per week employees and the rest aren't. Deputy Mayor Bell confirmed that seventeen of these are non-union employees and she was told yes. Mary Hogan said those work between five to nineteen hours per week. They keep the library open on Saturdays and Sundays. Deputy Mayor Bell said thank you.

Councilor Drapeau asked what is being used for broadband at the Cora J. Belden Library. Mary Hogan said they have a combination of COX and of CEN (Connecticut Education Network). The IT Department manages this and they switch it between those two. She thinks that there was

a grant to get them onto fiber. Town Manager Gilbert said the State has put a program forth where they are connecting all municipalities (public safety and government) through CEN. They are waiting for these grants to come out so that they can proceed to do this. This will save them approximately two-thirds of what they are currently paying for connectivity. Councilor Drapeau asked if the cable modem charge is in there. Mary Hogan said the IT Department is paying for that. Councilor Drapeau confirmed that COX and CEN are being used. Town Manager Gilbert said that CEN is run out of UCONN.

Mayor Vasel asked Councilor Moriarty and Councilor Kochanek if they had questions. Councilor Moriarty and Councilor Kochanek said no. Mayor Vasel asked if anyone else from the Town Council had any questions. No one else did.

Councilor Moriarty made a motion to move page 104 (Library) of the Budget Book. The motion was seconded by Councilor Vargas and adopted unanimously by those present. Councilor MacDonald was absent.

Mary Hogan was thanked.

B. BUILDING

Mayor Vasel referred to Pages 68 and 69 (Building Inspection – Code #01202401) of the 2014-2015 Proposed Annual Budget Book. Mayor Vasel asked the Councilors if they had any questions. Councilor Vargas referred to Part Time Salaries (#01202401 5120) and she asked if the increase in the part time is due to an hourly rate increase and what this is if it is so. Peter Langlois (Building Official) said the part time increase is due to the fact that this individual is seasonal (works from May until October). There are times when this individual works more than nineteen hours per week. This individual fills in when people are on vacation. He referred to their workload and he said that it is nice to have this individual on an extra day occasionally. Councilor Vargas asked Town Manager Gilbert by having this individual there more if this is affecting anything with the benefits and if that employee is approaching this level. Town Manager Gilbert said no because that employee is seasonal. There are two full time employees in the Building Department and that employee may work a full week when the full time employees are on vacation but that employee doesn't work in excess of sixteen weeks more than nineteen hours per week. This doesn't become a benefit issue. Councilor Drapeau thinks it would be after three months of thirty hours per week that benefits would have to be offered. Peter Langlois said they keep track of this so that this doesn't happen. Councilor Vargas asked if there was an hourly rate increase also or if this is just for the extra time. Town Manager Gilbert didn't believe that there was an hourly rate increase that was built into this.

Councilor Vargas referred to Overtime (#01202401 5130). For Fiscal Year 2012/2013, the actual number of emergency callouts was forty-three and forty-four are being estimated for Fiscal Year 2013-2014. For Fiscal Year 2014-2015, twenty-two are being forecasted. The amount of money is being increased in this account but the amount of the emergency callouts are being cut in half so she said that she doesn't understand this. Peter Langlois said it is somewhat difficult to come up with a number for emergency callouts. He does an average over a period of time. The emergency callout person gets paid an "X" amount of dollars with the new NAGE

contract. This is over and above what they had figured the last time. Town Manager Gilbert said this is a two year contract increase. Councilor Vargas asked Peter Langlois if these statistics are pretty bogus because this is what she is basing her logic off of. Peter Langlois said he is increasing the amount only because of the contract, which has a minimum payment for the individual to be on a standby for the week. Councilor Vargas asked if this person gets paid even if they don't get called out. Peter Langlois said this is correct. Town Manager Gilbert said this has been in the contract for a long time. People had not been put into rotation up until Hurricane Irene. The Building Official used to just be tracked down. She gave more details about this. Every other weekend now, one of these employees is on a callout basis. Every other weekend, overtime is incurred if this individual is put on standby and he gets four hours of pay. Peter Langlois said he had a copy of this contract. Town Manager Gilbert said this is something that they have to do. She had spoken to Labor Counsel and this is all due to a lawsuit that is called Garcia. Councilor Vargas said the increase is due to the contract. Councilor Drapeau said it was mentioned that this had been in the contract for a long time and he asked if anything has changed from the old contract. Town Manager Gilbert said they changed this so that if it is an employee's weekend on standby then they must be available. Peter Langlois doesn't get paid overtime according to his union contract so Town Manager Gilbert said instead of having him having to be available every weekend, the employees rotate weekends. They end up picking up four hours of callout time every other weekend. Councilor Drapeau thought they were still confused. Mayor Vasel referred to when Wethersfield had been called during Hurricane Irene. Town Manager Gilbert said Rocky Hill ended up paying an hourly wage to the Town of Wethersfield. Mayor Vasel asked if Rocky Hill and Wethersfield don't reciprocate services because he knows that Rocky Hill goes to Wethersfield to help. He asked if Wethersfield gave a bill to Rocky Hill. Town Manager Gilbert said they did that time because they had been using all of their people and Rocky Hill pulled someone off of them. Town Manager Gilbert said a Building Official had to come out to condemn a house because a tree had gone through it. Mayor Vasel said he thought it would be obvious to everyone when a tree goes through a house that a family isn't going to be sent back in it until someone goes to it to say that they can go back in. Town Manager Gilbert said when you have the fire service "screaming" on the phone during a hurricane that a Building Official has to get out there A.S.A.P. then you get a Building Official out there. She gave more details. Mayor Vasel said he wasn't questioning that but he explained again that perhaps the house is uninhabitable if a tree goes through it so he didn't see what the "mad rush" was to get a Building Inspector there immediately. He explained some more.

Deputy Mayor Bell told Town Manager Gilbert that she thought at the Town Council's last budget workshop that it had been mentioned that there are two unions that had multi-year contracts. Deputy Mayor Bell said this keeps coming up so she asked Town Manager Gilbert if she could please provide the Town Council with a list of all of the unions and which ones have been multi-year. Town Manager Gilbert said all of them are multi-year and two of these had taken multi-years to be settled (AFSCME and NAGE R-288). NAGE R-288 covers the Parks and Recreation Department, the Highway Department, the Engineering Technicians, the Assistant Building Official and the Assistant Zoning Enforcement Officer/Deputy Fire Marshal. She said that she would send an e-mail out to the Town Council outlining all of this so that they will have it for a reference. Deputy Mayor Bell said thanks.

Deputy Mayor Bell referred to the issue of having someone on standby and she said that it sounds like this has been occurring for a long time now. She is still having a hard time reconciling a 31% increase in overtime. Peter Langlois said this person's union had brought this onboard during renegotiations last year. Town Manager Gilbert said this has always been there and the person who is in the position now exercised this right because Peter Langlois used to fill in most of the callout time and he couldn't have a life by being on call every weekend. Deputy Mayor Bell said she just needed to understand this. Councilor Drapeau confirmed with Peter Langlois that this increase is so that he doesn't have to do this. Peter Langlois said yes. He explained that he alternates weeks with this person and he gets an annual stipend. Town Manager Gilbert said Peter Langlois gets \$700 per year. Deputy Mayor Bell asked where this stipend is located in the budget. Town Manager Gilbert said it should be in the salary line and this is in Peter Langlois' MEIU contract, which is under negotiations currently. Deputy Mayor Bell asked if this amount is shown specifically or if it is incorporated in Peter Langlois' salary. Finance Director Mehr said this is in the overtime line.

Mayor Vasel asked the Councilors if they had any other questions. Councilor Drapeau said he wanted to expand on Deputy Mayor Bell's recommendation and he said that he would like to see what the unions are. Councilor Drapeau said he hears "the union bell ring" every time there is a question about line 5111 or 5120. He guesses that if they get a document listing what the unions are, the departments that have unions and the amount of the FTEs that are in them that this might head off some of his questions. Deputy Mayor Bell mentioned about getting something with regards to which positions are non-union ones. Town Manager Gilbert said there are fourteen non-union positions out of one hundred and forty-six. She told them that she will get them a breakdown as to the number of individuals by union. Deputy Mayor Bell said she thought there are seventeen library employees who aren't in a union. Town Manager Gilbert said those are part time and she was talking about full time. Mayor Vasel asked for a list of part time employees too who are non-union. Town Manager Gilbert said the bulk of those are and she said she will give them the list of those who are.

Finance Director Mehr told Councilor Drapeau when he goes to the detail page that for full time, this lists the Building Official (MEIU), Mechanical Inspector (NAGE), and Secretary (AFSCME) and he asked him if he is looking for something like this. Councilor Drapeau said he is looking for something like a summary. He told Finance Director Mehr not to rush on this though because he knows that he is busy.

Councilor Casasanta made a motion to move page 68 (Building) of the Budget Book. The motion was seconded by Councilor Moriarty and adopted unanimously by those present. Councilor MacDonald was absent.

Peter Langlois was thanked.

C. TOWN PLANNER

Mayor Vasel referred to Pages 36 and 37 (Planning Department – Code #01101400) of the 2014-2015 Proposed Annual Budget Book. Town Manager Gilbert introduced Kim Ricci (Town Planner) and said she is a non-union employee. This budget also includes half of the Assistant Zoning Enforcement Officer/Deputy Fire Marshal (Assistant Planner), who is part of the NAGE

R-288 contract. Kim Ricci said this is more Zoning Enforcement because there is no Assistant Planner. Town Manager Gilbert said the salary for the Assistant Zoning Enforcement Officer/Deputy Fire Marshal is contained in both the Town Planner's budget and in the RHFD's budget (half in each of these). NAGE R-288 is one of the contracts that took two years for resolution. Kim Ricci said there are no emergency callouts for zoning. Councilor Drapeau said there are 1.5 FTEs in this department. He told Kim Ricci that she is non-union but the .5FTE is union and the other .5FTE is in the other department they had just talked about. Town Manager Gilbert said the Assistant Zoning Enforcement Officer/Deputy Fire Marshal has half of his salary paid out of the Town Planner's Department and half paid out of the Fire Department. Kim Ricci said this is a shared position.

Mayor Vasel referred to Part Time Salaries (#01101400 5120). There is the Assistant Zoning Enforcement Officer and he asked how this is different. Town Manager Gilbert said that shouldn't be in there. Kim Ricci said she had given the Treasurer a write-up page that has the shared position with the Fire Marshal's Office. Kim Ricci said the Town Planner's Department has an individual who comes in two mornings per week (Thursday and Friday). Town Manager Gilbert said this is non-union. Mayor Vasel asked if this individual does Assistant Planning things. Kim Ricci said this individual does zoning things. Councilor Vargas said this states NAGE negotiations. Town Manager Gilbert said this is a carryover from Sar Minakan (former employee of the Town Planner's Department). Sar Minakan had been a full time Assistant Planner/ZEO. His position had been reduced and a part time person was brought in. Deputy Mayor Bell asked if this is eight hours per week. Town Manager Gilbert thought this is sixteen hours per week. Kim Ricci said this is ten hours per week (six hours on Thursdays and four hours on Fridays).

Mayor Vasel asked the Councilors if they had any other questions. Deputy Mayor Bell asked what the hourly rate is for the part time person. Town Manager Gilbert said the year-to-date actual so far for this fiscal year is \$8,978. Deputy Mayor Bell asked why the amount being asked for is \$19,000. She said this comes out to being almost \$37 per hour and she asked if this is what they are paying this individual. Town Manager Gilbert said this sounds about right. Mayor Vasel said this would be if this person works fifty-two weeks per year. Deputy Mayor Bell said this would be at ten hours per week. Kim Ricci said that she knows this person has taken three weeks off for vacation this year so far. Mayor Vasel asked what a typical year looks like. Kim Ricci said this person hasn't worked a full year. Finance Director Mehr said they could check the system later. Deputy Mayor Bell asked if they could get back on this because the numbers don't look right to her.

Mayor Vasel asked the Councilors if they had any other questions. The Councilors had none.

Councilor Casasanta made a motion to move page 36 (Town Planner) of the Budget Book. The motion was seconded by Councilor Moriarty and adopted unanimously by those present. Councilor MacDonald was absent.

D. BOARDS AND COMMISSIONS

Mayor Vasel referred to Pages 34 and 35 (Planning Boards & Commissions – Code #01101300) of the 2014-2015 Proposed Annual Budget Book.

Councilor Vargas made a motion to move page 34 (Boards and Commissions) of the Budget Book. The motion was seconded by Councilor Moriarty and adopted unanimously by those present. Councilor MacDonald was absent.

E. HEALTH DISTRICT

Mayor Vasel referred to Pages 82 and 83 (Health District – Code #01400100) of the 2014-2015 Proposed Annual Budget Book. Town Manager Gilbert said this is a per capita charge. Finance Director Mehr thought he put in an estimate of a 7% increase and this would come out to being \$5.02 per capita. The bill came in and the actual amount is down to \$4.91 per capita. The total cost for next year should be \$96,900 and this will be a 4.69% increase over last year. Four quarterly payments are made based off of the population.

Councilor Moriarty made a motion to reduce the Health District by \$2,100. The motion was seconded by Councilor Szeps and adopted unanimously by those present. Councilor MacDonald was absent.

Before this motion was voted on, Councilor Drapeau asked if they are mandated to be part of this. Town Manager Gilbert said this is a shared service between four Towns and this is beneficial financially. They had looked at pulling out of the Health District but they would have to do this by December prior to the year they wish to pull out and this is by Statute. They would have to hire a part time Health Director and a Sanitarian, who would need to have benefits. They have a Sanitarian right now who is an employee of the Health District and this person is housed in Rocky Hill. Backup Sanitarians are provided if this one is out. There is a Health Director who serves Berlin, Rocky Hill, Wethersfield and Newington. Rocky Hill has been in this since 1996. They had trouble providing all of the necessary services prior to this (i.e. having restaurants inspected on a timely basis). She told them that this may look like a lot of money but they would end up spending a lot more by hiring a professional staff. Councilor Drapeau asked if the Sanitarian is using Rocky Hill's infrastructure (i.e. computers, etc.). Town Manager Gilbert said this person uses a computer in the Town Hall and Rocky Hill is the only Town that has an office outside of Newington that just came onboard. The Health District is driven by a Board of Directors, which meets monthly, and Rocky Hill has two appointed representatives (Judy Sartucci and Art Yoapes). Town Manager Gilbert said to her that having this Sanitarian onboard is much easier for the residents instead of telling them that they have to go to Wethersfield. She gave examples of what the Sanitarian enforces. Councilor Drapeau asked if this consortium is an independent one or if it is a faction of the State of Connecticut. Town Manager Gilbert said this is a multi-Town Health District and it isn't an arm of the State of Connecticut. Communities must have sanitation services, etc. and a Director of Health. Councilor Drapeau asked what Charter the Health District is run under. Town Manager Gilbert said they are run under State Statute and they have their own Rules and Regulations. Councilor Drapeau said they aren't listening to what Rocky Hill or Newington is telling them. Town

Manager Gilbert said this Board has equal votes. Councilor Drapeau asked if there is a Health Inspector in each Town. Town Manager Gilbert said there is a Health Director and there are several secretaries. There is also a health education person and someone who assists them with grants. Someone oversees emergency management that is relative to health services. They come to do the flu clinics every year. Councilor Drapeau said there are zero to ten people. Town Manager Gilbert said yes. Councilor Drapeau asked where all of them are. Town Manager Gilbert said they are housed in Wethersfield's Town Hall and one person is in Rocky Hill. This office is in the Planning and Engineering office.

Councilor Moriarty said this isn't just for restaurants but also for convenience stores that sell food and it is also for hairdressers, etc. Town Manager Gilbert said this is for nail salons and hair salons. She said this program is a worthwhile one.

Mayor Vasel asked if any other Councilors had any questions. There were none.

At this point, the motion was voted on.

Councilor Moriarty made a motion to move page 82 (Health District) of the Budget Book. The motion was seconded by Councilor Vargas and adopted unanimously by those present. Councilor MacDonald was absent.

F. HIGHWAY

Mayor Vasel referred to Pages 72 and 73 (Supervision – Code #01300101) of the 2014-2015 Proposed Annual Budget Book. Town Manager Gilbert introduced Kevin Morton (Crew Leader). Mayor Vasel asked the Councilors if they had any questions. Town Manager Gilbert said that negotiations for the MEIU contract haven't been concluded. The salary increases for anyone in this union will be contained within the salary adjustment line of contingency. The remaining ones are reflective of NAGE R-288, which is a three year increase. This is the final year of it and it will have to be renegotiated in the spring. Mayor Vasel asked about the Highway Superintendent. Town Manager Gilbert said that is Glenn Parent. Councilor Drapeau asked how many unions there are. Glenn Parent said he is in MEIU and the Assistant Recycling Coordinator is. The rest of the employees are in NAGE R-288. Councilor Drapeau said there are two FTEs in MEIU and ten FTEs in NAGE R-288. Mayor Vasel asked about the part timers. Glenn Parent said those are non-union employees.

Councilor Szeps told Glenn Parent that he is assuming that the custodial services for the Town Garage are done by his part timer and he isn't part of the Facilities Department. Glenn Parent said this person works at the Cora J. Belden Library for the Facilities Department but he also works for the Highway Department. Councilor Vargas asked if this is a split position. Town Manager Gilbert said this is a split part time position. Glenn Parent said this person reports to two people. Councilor Vargas said this person must be getting benefits then. Town Manager Gilbert didn't think that this person works sufficient hours to get them. Glenn Parent believes this person does get benefits but he is non-union. Town Manager Gilbert said the salary is approximately \$15 per hour. Councilor Szeps asked Town Manager Gilbert if this will be showing up on the list that she will be providing to them and she said it will be. Councilor

Vargas asked if this is the only custodial position that is non-union. Glenn Parent said this person works for him as a dump monitor and he is a part time custodian at the library. Kevin Morton said as part of this person's duties that he takes care of the Town Garage. Councilor Vargas asked what this person is doing at the library. Town Manager Gilbert said he is cleaning the library and this position will appear on Lisa Zerio's (Director of Parks and Recreation & Custodial Staff) custodial page. Councilor Moriarty said if they knew who this person was that they would want ten more of him.

Mayor Vassel said he had a question about the Part Time Salaries (#01300101 5120). It states that this account staffs the Transfer Station that is open Thursday through Saturday. He then referred to where it states daily monitoring of curbside trash and he is assuming that this would be five days per week or he asked if this is part time Thursday through Saturday. Glenn Parent said they pick up bulky items five days per week. Mayor Vassel asked why this salary is in the part time account. Glenn Parent said this is for four people who rotate. Mayor Vassel asked how many people make up the part time account. Glenn Parent said four do. Mayor Vassel asked how many hours they are working. Glenn Parent said approximately nineteen hours per week and this is an average. These people clean all of the Town sidewalks in Rocky Hill in the winter. Mayor Vassel asked what the hourly wage is. Glenn Parent said it is approximately \$11 per hour.

Mayor Vassel asked the Councilors if they had any other questions. Councilor Drapeau said he needed some education for his own edification. He asked if the difference could be explained to him between a Maintainer II position and a Maintainer III one. Glenn Parent said a Maintainer III is an equipment operator (operates the backhoe and drives the payloader) and the Maintainer II is a truck driver (does labor work and drives the dump trucks). He said the Maintainer III is the "top dog". Councilor Drapeau asked how many trucks they have to do sanding and plowing, etc. Glenn Parent said they have ten trucks. Councilor Drapeau asked if these are in workable condition. Glenn Parent said they are all workable when they go out. Councilor Drapeau asked if there are any backups. Glenn Parent thinks there are two and those don't go out unless one of the ten trucks breaks.

Councilor Drapeau asked Glenn Parent about the cable TV that the Highway Department has. Glenn Parent said they don't have WiFi or internet access in the Town Garage. The cable TV is used for access to the Weather Channel. Deputy Mayor Bell asked if they can't get this on their cell phones. Glenn Parent said there is intermittent cell phone activity in the Town Garage. Town Manager Gilbert said there is a dead zone around Old Forge Road and there are certain areas on Main Street where there is intermittent service. Part of the problem they have with marketing is that there isn't a certain infrastructure going into that area for the Industrial Park. Mayor Vassel referred to how it was mentioned that there is no internet access and he asked if the guys who work in the shop there never access the computer for parts. Glenn Parent said it is being worked on now to get the Mechanics access to the internet. Kevin Morton said this is a slower than slow system. Mayor Vassel asked if this has been going on for a while. Glenn Parent said they think they have made some headway for this and they are trying to develop a hot spot to go in there. Kevin Morton said some testing has been done recently and they think they have a good handle on this where they can switch this over to make it much faster. Mayor Vassel referred to the repairs for his own business and he said how he has technical questions, etc. Glenn Parent said they have been going over this for a number of years and this isn't something

that they just started discussing within the last week. Mayor Vasel said it seems like there is always a solution for a problem. Councilor Vargas said maybe this can be on the list when they get the new IT things organized and this can be something for the IT Committee. Mayor Vasel said he would hope so. Glenn Parent said absolutely. He said they buy the software, etc. that will allow the Mechanics to make the repairs but he said that they still need to go online. Mayor Vasel said they would have to because technology changes. Glenn Parent said they upgrade the software. Kevin Morton said the Mechanics need to be on the computer to research what they can find for parts as the trucks are getting older. Glenn Parent said they can almost do things diagnostically on the computers.

At this point, Kevin Morton told Councilor Drapeau that the Highway Department only has one backup truck and the other truck that had been one is offline now. He explained that they start putting plows on payloaders when these go down and he said there isn't "a lot of cushion there". Councilor Moriarty said this is the payloaders that fills the trucks with sand and salt.

Councilor Casasanta referred to Part Time Salaries (#01300101 5120) and she said the explanation for the Maintainer II and Maintainer III positions was very helpful. She asked if it is correct that they both have to have certain licenses. Glenn Parent said yes. Councilor Casasanta said according to what is stated that they are responsible for the removal of snow and the application of salt. She asked if they have to have a specific license to drive those trucks. Glenn Parent said no and he said these are pickup trucks. This would be for snow removal on sidewalks with snowblowers. Dump trucks are used for plowing the roads. Everyone in the Highway Department who is a Maintainer has to get the Class I license. Kevin Morton said they are required to have a CDL, which is a State regulated license, and there are new regulations now that go along with the physicals, etc. Councilor Casasanta said thank you. Town Manager Gilbert said those employees are also subject to the federal laws that govern mandatory drug testing, etc. Glenn Parent said their Highway Department was the first one in the State of Connecticut to have a drug testing policy. That was negotiated by the union. Councilor Drapeau asked if something had precipitated that. Glenn Parent said yes. Town Manager Gilbert said this is done randomly and an outside agency controls this. Jessica Dumas (Executive to Town Manager) will get a letter and she will give it to the individual, who has so many hours to report for this to take the test and they are subject to dismissal if they don't do this. Glenn Parent said the CDL has standards and requirements on toxicities.

Councilor Vargas said the Town Council had added a position to the Highway Department two years ago. There had been a lot of discussion on that position at that point in time. She told Glenn Parent that this was added by him telling them that this would make some money for the Town over time. Councilor Vargas said she has asked in finance and a number of other places if a cost benefit analysis has been done for the Recycling Coordinator and she asked what the status is after this has been in place for a couple of years now. Glenn Parent said electronics are a revenue now. There are a lot of things that come into the Transfer Station that they pay for the disposal of. One of their goals was to cut the operation cost down even though it is really great when a revenue stream is developed. He explained that they are now a paint distributor. People can bring paint to them and it will cost nothing for the Town to dispose of it. This will save them approximately \$4,000 to \$5,000 per year. Councilor Vargas asked if this has been quantified. Glenn Parent said he didn't quantify this to say that this salary is being offset. Councilor Vargas

said she is just looking at the position and she isn't getting into the person who is in this position. She said when this position had been added a couple of years ago that they had this discussion and she started to tell Glenn Parent that he had assured them when he started speaking and he said they are on that road. Councilor Vargas said they are adding an ongoing cost by adding a person. Glenn Parent said right. Councilor Vargas said they got a letter from CRRA (Connecticut Resources Recovery Authority) at their Finance Committee meeting last week. The Town received a rebate of \$16,254 and she said this isn't covering this person's position. Glenn Parent told Councilor Vargas if the whole paragraph is read that stated the amount of \$16,254 that she would see there is \$103,000 listed for cost savings. Councilor Drapeau asked if this is since the inception and Finance Director Mehr said this is a six month period. Finance Director Mehr said there is a big time lag and he thinks this is covering the end of 2012 (November) to part of 2013 (April). He said this generally is a six to eight month period. Deputy Mayor Bell asked if there is a way of quantifying the net additional since the inception of this position as opposed to just that this is what they are getting. Finance Director Mehr said if they are talking about the recycling that this is what was brought to CRRA that was credited to Rocky Hill. He explained some more. Deputy Mayor Bell said Rocky Hill had been recycling prior to this having this position. Glenn Parent said he didn't have the skill level to quantify this in dollars like they are asking. Deputy Mayor Bell said this is how this position was justified though. Glenn Parent said it was justified by them saying that there would be an increase in revenue and there would be a reduction in operating costs. He said there is this and this position is moving in that direction. He questioned if this is as fast or as big as they all want and he said it is moving fast enough. He is excited about this position. Mayor Vassel said from what he is understanding from the Councilors is that there is some amount of recycling that will go on whether they have one or four Recycling Coordinators. He thinks the Councilors are asking how much of this number is attributed to this position and how much of this number is attributed to the natural phenomenon that people like to recycle. Town Manager Gilbert said she was going to read a number out of the revenues. The Town brought in \$41,734 for Fiscal Year 2012-2013 for recycling revenue. She couldn't give them the amounts prior to this position because she didn't have the prior years in front of her. They are projecting that they will be bringing \$46,579 in for Fiscal Year 2013-2014 so they are seeing this increasing since this person has been brought on. Mayor Vassel said if they are paying someone \$47,000 and they have an income revenue stream of \$103,000 then he would say for them to hire nine more so that they pay \$470,000 in salaries and so that they pull in \$1,300,000 but he said there is a finite amount of recycling so his logic wouldn't carry through. Glenn Parent said he understood. A number of things had been said when this position was hired. He said that he is a singular office and he is a singular person in an office. His office takes in almost forty to fifty calls per day. It is physically impossible for him to continue at this pace. He needed a staff person onboard to answer his phone calls. He then questioned if all of these programs are for this person and he said no. He said these are his ideas and he mentioned that he had started the Sanitation Department. He mentioned that he couldn't put into play any of these programs without having help and this person is that help. He gave an example of people getting rid of latex paint and he gave more details. The Town started taking paint out of the waste stream because they thought it was the right thing to do. A lot of things that are done at the Transfer Station are based off of this. He gave another example about needle disposal.

Mayor Vasel asked if any other Councilors had any questions. Town Manager Gilbert said she is going to research to see if the Town is saving on its disposal fees by having people recycle more by having this person educate the public through this. This could be a tangible savings. She told the Town Council that she will get back to them on this. Mayor Vasel said perfect.

Deputy Mayor Bell told Glenn Parent that he had mentioned that he gets a lot of calls with regards to bulky pickup and that they go out every day to pick it up. Glenn Parent said he tries to get this picked up as fast as they can. Deputy Mayor Bell asked if they have thought about having this done on a particular day of the week or days of the month. Glenn Parent said no. Deputy Mayor Bell said to a certain extent that they could have an entire staff of people going out to do this. Glenn Parent said five hundred residents text for this. This is simple and fast. Town Manager Gilbert said a database has been set up and this is all done now by texting. Councilor Casasanta thought the point was being missed. Glenn Parent said if he mirrors what Wethersfield or Newington does that it would cost Rocky Hill \$60,000 for bulky waste pickup. This would be for two pickups per year. Rocky Hill can do this cheaper by doing it in-house. Councilor Drapeau said the City of Hartford charges people for dumping this and he also mentioned the wear and tear on someone's truck, plus their gas. Glenn Parent said the pickup cost is \$60,000. Councilor Drapeau said this isn't "all roses and caviar" for the triple net. Glenn Parent said he is sure that there are people who don't like the service that this Town provides.

Mayor Vasel asked if brush pickup is done one week per month. Glenn Parent said yes and they usually get this done in three or four days. Mayor Vasel asked if this consists of a loader and three trucks. Glenn Parent said yes on the average. Mayor Vasel asked if grass is hauled from the Transfer Station every Monday or how often this is done. Glenn Parent said this is done on Monday and it is hauled into the sandpits. Mayor Vasel asked if this takes a half of a day to do. Glenn Parent asked Kevin Morton if one guy does this. Kevin Morton said the Transfer Station is usually cleaned on a Monday by one guy for a day. This includes the hauling of the bulky waste to Hartford, etc. Mayor Vasel said he was asking about the grass and leaves and how someone has to haul this to the sandpits. He asked what that operation consists of. Kevin Morton gave details about this. It is a one person operation. Mayor Vasel asked if this is one person for half of a day or all day. Kevin Morton said when he puts this into perspective that he is talking about having all of the Transfer Station cleaned. This would be a day for everything. He explained some more. Mayor Vasel said he was just trying to gauge the tasks, where everything is going and the budget. He asked Kevin Morton, as the Crew Leader, if he has in the back of his mind every Monday who he needs and for what minimum amount of time it would be for. Kevin Morton said he doesn't have "a crystal ball" but the bottom line is that their task is to make sure that the Transfer Station is getting prepared between Monday and Thursday for the opening of it on Thursday, Friday and Saturday. He said this is a scheduling thing.

Councilor Drapeau told Glenn Parent and Kevin Morton when they had come in front of the Town Council a couple of months ago that they had a conversation about charging people who are from out-of-Town and possibly having a permit fee for residents, as well as maybe charging for bulky pickup. Councilor Drapeau asked Glenn Parent and Kevin Morton if they have given any thought about this for next year's budget. Glenn Parent said he hasn't and he said this would be hard to do this administratively without increasing costs. He is leary about increasing tonnages. Their tonnages went up almost eight hundred tons or nine hundred tons the last time

they had done a permit fee. It was a twelve hundred ton year. At that time, the cost was \$75 per ton. He is looking to keep this to a six hundred or seven hundred ton level because he would be happy with that. They are trying to find other revenue streams though and they are hooking up with a company where they will be able to sell things online (i.e. vehicles and furniture). Thirty-one Towns do this. He said that he takes people's suggestions and he explores things, etc. He said he is good if these things work and if not then he is off to the next thing. He tries to be proactive and he gave more details.

Mayor Vasel asked the Councilors if they had any other questions. The Councilors had none.

Councilor Casasanta made a motion to move page 72 (Highway – Supervision) of the Budget Book. The motion was seconded by Councilor Moriarty and adopted unanimously by those present. Councilor MacDonald was absent.

Mayor Vasel referred to Pages 74 and 75 (Town Garage – Code #01300102) of the 2014-2015 Proposed Annual Budget Book. Town Manager Gilbert said all of these employees are part of the NAGE R-288 union and this is reflective of three years of salary increases. Councilor Drapeau said there are four FTEs. Councilor Drapeau asked how many of these are in the union and Town Manager Gilbert said all of them are.

Councilor Drapeau said they now have a former Mechanic who is the Head Mechanic now. Glenn Parent said they have four Mechanics and one of these is a Head Mechanic. Councilor Drapeau said three of these are regular Mechanics. Councilor Drapeau said one of these had been a part time Mechanic. Glenn Parent said that was a temporary one. Councilor Moriarty said a Mechanic had also retired.

Deputy Mayor Bell said this is a three year contract. Town Manager Gilbert said yes and she said this will be renegotiated. This expires on June 30, 2015. Councilor Drapeau asked what the union is called and Town Manager Gilbert said it is NAGE R-288.

Mayor Vasel referred to Equipment Repairs (#01300102 5431) and he asked what is entailed in this. Glenn Parent said this is for the places where they send trucks out (i.e. Superior Springs). The repairs for this would get paid for out of this line. The bills for any vehicle that is repaired in-house are paid out of Vehicle Parts (#01300102 5630). Mayor Vasel said he noticed that there are some newer vehicles and newer heavy equipment. He asked if these are still under warranty. Glenn Parent said some of these are and some aren't. They will get the warranty reimbursement if they are under warranty. Most of the equipment isn't under warranty though.

Mayor Vasel referred to Equipment & Supplies (#01300102 5615) and he said car wash tickets are listed. Glenn Parent said some Staff need their vehicles washed so they need one of these tickets to go to the car wash. Mayor Vasel asked if this is for all of the Highway Department Staff. Glenn Parent said yes. Councilor Frank Szeps confirmed that these are for the RHPD too. Glenn Parent said the RHPD pays for their own. Councilor Casasanta asked if this is for the Staff's personal vehicles. Glenn Parent said this is for the Town vehicles. Town Manager Gilbert said the undercarriage of these vehicles is washed by having them sent through the car wash because they are trying to prevent the advancing of the deterioration underneath due to the

chemicals on the road. Deputy Mayor Bell asked how much they spend for this Townwide for all of the departments. Finance Director Mehr said the Police cars go quite a bit to the car wash and there is a line in the RHPD's budget for this. Glenn Parent said the fleet that is under his jurisdiction are the pool cars. These are the Staff cars at the Town Hall. He thinks that he spends \$500 per year on car wash tickets. Town Manager Gilbert said she probably has been through the car wash three times in three months. Glenn Parent referred back to the Highway Supervision page and Fees (#01300101 5326). This is where some of this comes out of and he said this line was reduced by \$3,300 so he said this isn't that big of an expense. Deputy Mayor Bell said thank you. Glenn Parent said they are also testing the undercarriage wash procedures now to see if those are effective. The vehicles are put up on a lift after they come out of the car wash to check them because they have a suspicion that the undercarriage wash doesn't get turned on sometimes. Mayor Vasel asked Glenn Parent if he has looked into the new tools there are that wash underneath the vehicles. Mayor Vasel said this looks like a floor buffer that is upside down. Glenn Parent said this is the first he heard of this. Councilor Moriarty said if they start washing trucks at the Town Garage then the catch basins have to be cleaned. The huge thing with car washes now is that the water has to be recycled. Kevin Morton said they have oil and water separators inside the bays there. He told Mayor Vasel that they have looked into what he was mentioning and they just use fire hose to get under all of their big trucks. Councilor Moriarty referred to what Kevin Morton had said about the oil and water separators. Councilor Moriarty said car washes have to treat the water because of the soaps and they recycle it. Mayor Vasel said the only thing that can be fresh water is the final rinse.

Councilor Moriarty made a motion to move page 74 (Highway – Garage) of the Budget Book. The motion was seconded by Councilor Vargas and adopted unanimously by those present. Councilor MacDonald was absent.

Mayor Vasel referred to Pages 76 and 77 (Road Maintenance – Code #01300103) of the 2014-2015 Proposed Annual Budget Book. Councilor Vargas asked Glenn Parent where he purchased his sand and salt before (what budget line) because now they have a line for \$100,000 all of a sudden. Glenn Parent said they had been given some advice a few years ago about budgeting under the correct line item. They changed the sand, gravel and cement line because it had been so confusing and they put a salt and pretreatment line in. They are anticipating an increase in their salt prices so they want to have this as a budget line item versus them taking it out of the road aid money or out of their general operating budget. Councilor Vargas said her question was that they must have been purchasing this up to this point. Glenn Parent said they had purchased this under the road aid account that the State gives them money for. They are unsure about the amount of money that is in the road aid money and the price of salt will be increasing so they want to have a budget item for this. Councilor Vargas asked how much of the road aid money they had spent in the past with regards to purchasing salt so that they would have some comparison. Finance Director Mehr said the Town was able to handle their salt purchases through the road aid money in past years. He said this was approximately \$341,000 and then he mentioned \$368,000. They exceeded their Town road aid money this year due to the winter so he thinks this is a cushion to cover for what had happened this year. He thinks a higher percentage of this had been used for salt this year compared to past years. The Town road aid money is used for other road improvement items as well during the year. Councilor Vargas asked if this is the LOCIP money that they get for road aid. Town Manager Gilbert said LOCIP

is separate. Finance Director Mehr said the Town road aid money is State money and LOCIP is a different grant. Councilor Vargas asked Finance Director Mehr if he had said that \$368,000 had been spent on salt. Finance Director Mehr said that the total of Town road aid is generally \$341,000 and they had used some of this to buy salt, as well as for other road improvements. Councilor Vargas asked how much money went towards the purchase of the salt because she said she isn't going to give them \$100,000 if they had spent only \$10,000. She said from past discussions a couple of years ago that this was put there because this was the amount they were using to cover their overtime and she explained some more. Glenn Parent said this is a suggestion that they should have a salt and pretreatment line item. He said he would get them the figure with regards to what they had spent.

Deputy Mayor Bell said she thought it was being asked as to how much had been spent on sand and salt this year. Glenn Parent said he bet that they had spent \$207,000. Mayor Vassel asked if their bin is full. Glenn Parent said it is probably half full. Mayor Vassel asked how many tons this is roughly. Kevin Morton said there is probably close to nine hundred tons. Deputy Mayor Bell asked if they were saying that they will need another fifty percent more for next year. Glenn Parent said they will empty the barn out at least once during next year and they will refill it back up again. Deputy Mayor Bell referred to them spending \$207,000 on salt and sand. Glenn Parent referred to the amount of \$100,000 that they have in this line item and he mentioned about them taking \$100,000 out of the road aid money. He said this will leave them with \$240,000. Deputy Mayor Bell asked if it was correct that \$207,000 of Town road aid money was spent this year for sand and salt. Glenn Parent said yes. Deputy Mayor Bell asked if they are still going to be taking \$207,000 out of that account next year and another \$100,000 out of this other account. Councilor Drapeau said there is also a bin that is half full. Town Manager Gilbert said when they put the budget together, the Town road aid is supposed to come in flat at \$341,000. This number had been put in in March when the salt was at a shortage so they discussed having a cushion for salt if the prices stayed high as they are going into next winter. She told the Town Council that they could reduce this amount if they wished to but she suggested that they have some money in contingency if the same thing happens with salt next year.

Deputy Mayor Bell said that she just wants to get from year to year in one account and in one line item how much they spent on sand and salt so that they can do a historical look back from year to year. She asked how much they are spending and how much they are increasing. Finance Director Mehr said if they have a winter next year like they had this past year then they could spend \$207,000. This number will drop drastically if they have a mild winter. Deputy Mayor Bell said she understood this. Finance Director Mehr said they could do a study on this based on the bills they pay but he said that they just don't have those numbers available. This is a variable cost based on the number of snowstorms they have and the type of winter.

Mayor Vassel asked Glenn Parent if he could tell him approximately how many tons of salt that they had used this winter season. Kevin Morton said they used two thousand six hundred and sixty-two tons of salt. Mayor Vassel asked how much they are paying per ton. Glenn Parent thinks this was \$83. Mayor Vassel confirmed that they still have nine hundred tons in their bin. Kevin Morton said thereabouts. Glenn Parent said the road aid money comes in in two payments to the Town. He asked for them to suppose that the State government decides they are in a

shortfall situation coming into January of next year and then one half of this money will disappear. Town Manager Gilbert said road aid money is paid for by bonding it. Glenn Parent said they have had years where the road aid money that was promised to this Town dissipated by fifty percent. This money is not guaranteed.

Councilor Szeps told Finance Director Mehr and Town Manager Gilbert that he didn't want to create extra work for them but he asked them if they could go back maybe three years to look at the purchase orders with regards to them paying for the sand, pretreatment and salt. Councilor Szeps said if they could just get an accounting of these items that the Town Council is smart enough and they can figure out what they are spending on this on an annual basis. Town Manager Gilbert said based on the figures that had just been given that they had spent \$220,946. Deputy Mayor Bell asked if they have approximately \$75,000 worth of salt and sand sitting there. Nine hundred tons were mentioned. Glenn Parent said that is a real approximation. Councilor Drapeau asked if that is a conservative amount or a low amount. Kevin Morton said the barn is low. Mayor Vassel said that Councilor Drapeau was asking if nine hundred tons was a conservative number or if they have more, etc. Kevin Morton said he would go with that number. Mayor Vassel told them that he thinks they would have to agree that this is one of the harshest winters they have had as far as salt use. Kevin Morton said absolutely. He said that he knows this is all about the dollars but he said that snow removal isn't an exact science. They need to be ready and the barn needs to be full when they start. They need to fill it up as it is snowing. He mentioned that Rocky Hill is probably one of the only Towns that didn't run out. They have to operate based on the weather patterns.

Deputy Mayor Bell told Kevin Morton that that wasn't the issue. Deputy Mayor Bell said the issue to her is them accounting for and knowing what they have done from year to year. She said the issue also is that they keep asking for this from year to year. There is some here and some there. This doesn't give them an ability to measure this from year to year. Town Manager Gilbert told the Town Council that they will get the numbers for them.

Glenn Parent said there is \$200,000 in the CIP budget. Years previous to this, he said this was \$200,000 and \$100,000. They used to budget \$300,000 for them to do their road maintenance. He explained that they dedicated \$100,000 to a salt treatment line. The \$200,000 is still available but he said they haven't increased their budget on this.

Councilor Moriarty was hoping that what he was about to say would clear this up for everybody. There is \$341,000 in road money. He gave an example of them having a bad winter and using \$225,000. He asked if the remaining money is used for road maintenance. Glenn Parent said yes. Councilor Moriarty then gave an example of them having a winter where they used \$110,000 and he confirmed then that this means they will have more money to do road maintenance. Glenn Parent said yes. Councilor Moriarty said how much road maintenance is being done is controlled by how much salt is being used. He mentioned that more road maintenance should be done after a winter like they had because of the conditions of the roads. Glenn Parent referred to all of the damage repairs they have to do and the crack sealing, etc. All of the road maintenance they do for the rest of the year all comes out of the "same pot". They are looking to having a dedicated amount for salt.

Councilor Drapeau thanked Councilor Moriarty. Councilor Drapeau said he understands that \$341,000 comes in from LOCIP. Town Manager Gilbert said that is from town road aid. Councilor Drapeau said that is what he meant. He said this money helps them with salt and with the roads. He asked if this \$100,000 would be added to that money so that this now would be \$441,000. Glenn Parent said technically yes. Town Manager Gilbert said yes. Councilor Drapeau said two thousand one hundred tons of salt was used last year and he asked them if they could all agree that it was a really bad winter. The Councilors agreed. Councilor Drapeau said for next year that two thousand six hundred tons would be the maximum that they would need in the budget and he asked if this would be a reasonable estimate for them to at least have enough money in the budget for this amount of salt. Glenn Parent said yes and he said that he is an optimist. Councilor Drapeau confirmed that they currently have nine hundred tons and he said they would need \$144,500. This would come out of the road aid money and this would leave \$200,000+ for road repair. He said that would be a generous amount of money so he didn't know if they will need any of the \$100,000. Mayor Vassel told the Town Council that this is something they can all look at and remember. He told them also that they don't know what the price of salt is going to be for next year. Town Manager Gilbert said the other equation to this would be if it was known what they had in the barn for salt at the start of the winter season. Glenn Parent said the assumption is nine hundred tons. Councilor Drapeau said this wouldn't be relevant for next year. Glenn Parent referred to Brook Street and Ten Rod. He said people will notice the little wooden post guardrails. These cost \$102,000 to replace them and to make them flex beams because those are insufficient right now. Mayor Vassel asked how long these guardrails have been in bad shape and Glenn Parent said those don't hold anything as soon as they get hit. He explained that if they have to replace any of these guardrails then those will be paid for out of the remaining amount of money they would have. He mentioned about if they break a stormwater pipe. He referred to the incident that they had on Trinity Ridge and he said they had to replace seven hundred feet of line. This would all be paid for out of the salt purchase line. This line item isn't just for the winter. Mayor Vassel said the Town Council is just trying to make sense of the unknowns and they are trying to put a budget together. Glenn Parent said he is onboard with what they are trying to accomplish.

Councilor Szeps said he was going to make a couple of statements but he wasn't trying to draw any comments from this. He wants to simply get to the point where they have a line item that clearly identifies how much sand, salt and pretreatment they are using. He has a feeling that they have been using Town road aid to purchase salt over many years probably. He said this could be why they had asked the voters for \$10,000,000 to repair their roads. The Town road aid should have been going to that. The salt should have been paid for and monitored in a line item instead of them using money to fix roads in Rocky Hill and to replace guardrails. He said technically speaking, because they used this account to purchase salt, they had a bond to fix their roads. They are paying interest on the salt and he explained that this is one of the items that is catching up to them. Town Manager Gilbert said town road aid money is mainly for salt, sand and road repairs. Councilor Szeps said that it happens to be awful convenient that they are able to use this. He could see them using this money for salt if their roads were in perfect shape but they have at least \$20,000,000 worth of repairs to do to their roads because they aren't in perfect shape. He explained some more and he said this is why the State reimburses this money to them.

Councilor Drapeau said he wanted to make one counterargument. They have \$10,000,000 and \$2,000,000 of this is going into their roads this year. Funding is in place to fix the roads and this will be happening this summer. He doesn't see why they can't use 100% of the town road aid money for sand and salt in this year specifically that is coming up in this budget that is really tough. He doesn't see why they can't use the bonded money to fix the roads this summer.

Councilor Szeps said this was philosophical at this point. This was revenue coming into the Town no matter what they use it for.

Councilor Moriarty said for them to go back five years to see what this (salt) cost them so that they can come up with an average. They can then go from there. He asked if this is fair enough. Mayor Vassel said it will be close but for them not to forget that the price of salt changes.

Glenn Parent said if the \$10,000,000 road referendum would have covered the guardrails, etc. then he wouldn't even be there asking for this. He said the problem is when he is discussing the language that is in the road referendum. He explained some more. Mayor Vassel told Glenn Parent that there was no question about this before him.

Deputy Mayor Bell referred to Overtime (#01300103 5130). She asked how much was spent on non-storm related overtime if they take out the money that is spent for storm overtime. Glenn Parent said 60% of this money was already spent before they had even gotten into the winter. He said that the \$220,000 that is currently in the budget for overtime would probably be what they had expended on their winter overtime this year. Mayor Vassel asked if this would have been without the road work. Glenn Parent said this would be without anything else they had to do that impacted the overtime account. Mayor Vassel said there was \$178,000 in the budget and they had used 60% long before the winter so he asked where the extra money came from. He said for them to say that \$90,000 of this was used to do projects that weren't snowstorm related. There was \$90,000 left for snow removal. They ended up using approximately \$220,000 just for snowstorm overtime. He wanted to know where the rest of the money came from. Town Manager Gilbert said this will be a transfer that will be brought to the Town Council for them to do as the Town books are being closed. This will be done by either Glenn Parent balancing this out by savings within his account or by the transferring of money in from another account where there are overages in order to offset the overtime. This can't be done until April 1st because of the Town Charter. Town Manager Gilbert asked Finance Director Mehr if this will be before the Town Council sometime in July. Finance Director Mehr said they generally do this at the beginning of April but they haven't been able to get to it because of other items on their schedule. Mayor Vassel asked what account they had that had this amount of overages in it so that they could take this kind of money out of it. Finance Director Mehr said to start off with that they have money in contingency. Town Manager Gilbert said this is for storms. Finance Director Mehr said they might have to take money out of a number of accounts that have surplus balances. He said also that sometimes they look at Capital Improvements and some of the monies that they may be transferring in for a project that is to be done in a couple of years but they aren't able to make that transfer because of other unforeseen expenses that occur. Town Manager Gilbert gave an example of this. She told all of them to keep in mind that all budgets are frozen currently so they will have sufficient funding to cover their overages.

Deputy Mayor Bell asked how much overtime was spent at the Transfer Station. Glenn Parent said this was probably about \$6,000. Deputy Mayor Bell asked if this was for the entire year. Glenn Parent said yes.

Councilor Szeps said there are nine Maintainers in the Highway Department and one Crew Leader. He asked if the Crew Leader is subject to overtime. Glenn Parent said yes. Councilor Szeps asked if the four part timers are subject to overtime and he said he is assuming that the four Mechanics are subject to that. Glenn Parent said they are. Deputy Mayor Bell said the Recycling Coordinator got overtime and Town Manager Gilbert said that has been eliminated. Councilor Szeps referred to the amount of \$178,650 and he asked if he could assume that this is pretty much equally distributed among the positions that he had just mentioned. Glenn Parent said the Highway employees (Maintainers) would get a little more than the Mechanics would but they will get overtime. This is on a "need basis" for the Mechanics and he explained more. Councilor Szeps asked if the majority of the overtime would go to the Crew Leader and to the Maintainers. Glenn Parent said yes. Town Manager Gilbert said some of the overtime does go to the Mechanics during snowstorms because they are there for any breakdowns. Councilor Drapeau said he is wondering why overtime is only in one spot in the budget and he was wondering why the Mechanics' overtime isn't in their respective department under their salary lines. Finance Director Mehr said this has always been done this way and he said this could be changed if they want to change it. He said if some Accounting Staff could be assigned then they could explore the expenses across all of the budget lines. They generally have to focus in on single line items though due to their Staffing levels so that they can get other things done. He told Councilor Drapeau that he agreed with him with regards to these expenses so that they can see what the total cost would be for them to run a Police Station, etc. but this would require them going through the bills and splitting this between fifteen different departments. He said right now though this is pretty much hitting one line item. Councilor Drapeau said the Maintainers are in one section of the budget and the Mechanics are in another section. He asked if the Mechanics work in other departments or if they work overtime in other departments. Glenn Parent said no but he said the Mechanics would work overtime if they got backed up on Police cruisers, for example. Councilor Drapeau asked if the Maintainers work in other departments too and Glenn Parent said no. Councilor Drapeau referred to what the usefulness of his question was. He mentioned that if they looked at overtime, it would show an "X" amount of overtime for the four Mechanics and they would have the foresight to see why if this is abnormally low or high. They could then ask Glenn Parent what happened so that this would be explainable. Councilor Drapeau said "mud" is all he sees right now. Glenn Parent said he understands that. He told Councilor Drapeau that previous Town Councils didn't want this breakdown. There was a department wide overtime list and they understood that this was due to a whole series of events. Councilor Drapeau said they will work this out next year. Glenn Parent told Councilor Drapeau that he doesn't know how all of this would be broken out then if they have another Hurricane Sandy Storm, etc. because there would be a lot of variables in there to quantify what he wants to have done and this would become a very difficult scenario. Glenn Parent doesn't know how he would put this together for FEMA.

Deputy Mayor Bell said \$132,000 was spent on streetlights and this is approximately 59% of the overall amount of \$226,000 but they are 75% of the way through the fiscal year. She asked if there is a reason for this. Finance Director Mehr said this is an electric bill that they get for

twelve months and they probably have only expended seven months so they have five months to go.

Mayor Vasel asked if any other Councilors had any questions. Councilor Kochanek told Councilor Drapeau that he is listening to him talk about how this budget is being done and he asked him if he is looking for functional accounting. Councilor Drapeau told Councilor Kochanek that it depended on what his definition of functional accounting is. Councilor Kochanek said to him that this would be the task they do that is charged off to the function they are doing this for. He gave an example and he said this would be a total change of what they are doing. Councilor Drapeau said that would be a great thing to have and then they do an allocation based on those kinds of things with a sophisticated environment. Mayor Vasel said he appreciated this and he asked Councilor Kochanek if he had another question. Councilor Kochanek said he didn't get an answer yet and he asked what Councilor Drapeau is looking for. Mayor Vasel said this really has nothing to do with the Highway Department. Councilor Kochanek said it does because the question was brought up as to what Glenn Parent was charging his time for and how the accounts can be separated. Mayor Vasel said this didn't matter because the budget has been put together and it is in front of them. He said whatever Councilor Drapeau is looking for won't happen this year but it would have to happen for the next cycle so this is something they can talk about when they are getting ready for that. Mayor Vasel said he would like to move this evening's budget workshop along because there were other departments present, as well as Townspeople. Mayor Vasel told Councilor Kochanek to answer his question though that he thinks Councilor Drapeau was saying that if Glenn Parent's overtime went over the budget and there was another Storm Irene again, for example, that they would be able to say that \$100,000 was spent for that. Mayor Vasel explained some more and then he said this would go off to FEMA. Someone has to document the hours and the time if the Town is going to be reimbursed and he said that Councilor Drapeau is looking for this documentation. Councilor Kochanek said this is the theory behind functional accounting. Councilor Vargas said this is what Glenn Parent had done for the storms and this is why the Town got reimbursed from FEMA. Glenn Parent said the breakdown on FEMA is not quite what Councilor Drapeau is looking for and this is a little bit different. Glenn Parent said he thinks what Councilor Drapeau is looking for is if he is repairing a bunch of vehicles then he is looking for an accounting of this. Mayor Vasel said this is something that they can discuss at the Government Operations Committee meetings and Finance Committee meetings and then this can be brought forward to the Town Council. Glenn Parent said he has no problem coming in front of the Finance Committee to get the direction on this from Councilor Drapeau. Glenn Parent said the overtime budget is not how his budget gets run normally. He went over this budget as the result of a bad year. He mentioned that he had a bad experience in July and he said that he had explained this a number of times to the Finance Committee. Mayor Vasel said very good.

Mayor Vasel asked if any other Councilors had any questions. No other Councilors had any questions.

Councilor Vargas made a motion to move page 76 (Highway – Road Maintenance) of the Budget Book. The motion was seconded by Councilor Szeps and adopted unanimously by those present. Councilor MacDonald was absent.

Mayor Vasel referred to Pages 80 and 81 (Sanitation – Code #01300502) of the 2014-2015 Proposed Annual Budget Book. Mayor Vasel confirmed that solid waste refers to rubbish pickup at the street and then the disposal of this. He also confirmed that this is approximately \$1,000,000. Glenn Parent said yes.

Mayor Vasel referred to the propane tanks. He told Glenn Parent that they had spoken in the past about how there isn't going to be a charge for these in the future. Glenn Parent said they are looking to mitigate this charge. Mayor Vasel referred to paint waste. He told Glenn Parent that he had made some comment as to how this wasn't going to cost them for this. Glenn Parent said they are going to mitigate this charge as well. He said this will be for tires too. Mayor Vasel asked if these charges are going to come off. Glenn Parent said they are looking to get these charges off next year. They will have to have contracts with companies. They get this through the Department of Energy and Environmental Protection (DEEP). It takes time to put these things into motion. He gave an example of Rocky Hill being a site for mattress disposal and he gave more details about this.

Mayor Vasel asked if any other Councilors had any questions. Councilor Szeps said he had a question that he would prefer to ask during a normal Town Council meeting but they always end up doing this during budget workshops. He referred to the stormwater testing for the three catch basins and he confirmed that this obviously is tested downstream of the catch basins. Glenn Parent said this is tested in the catch basins onsite. Councilor Szeps said when they are rinsing their trucks off that they are going to find salt and oil. Glenn Parent said yes. Councilor Szeps asked what would create a negative test where they would have to take some type of action. Glenn Parent said he would have no idea as to what would create a negative test. He has been testing this for ten years and oil/water separators have been installed for all of these years in the Town Garage. There are two of them. He explained more and said they aren't so "far out of whack" that flags are being raised by them but they are just plain "out of whack". Town Manager Gilbert said the entire operation of the Town Garage would have to be changed if they end up "raising flags" and certain equipment would have to be installed. Glenn Parent said DEEP is happy that they are reporting their findings. Town Manager Gilbert said it would be a very costly proposition for them to make the alterations. Councilor Szeps said the Town can assume then that these tests are acceptable. Glenn Parent said yes. He explained that DEEP wants the results of what they have and he gave more details. These tests are specific.

Town Manager Gilbert said they have a Sewer Service Charge (#01300502 5404). This is their Ad Valorem charge from the MDC. She said that Town Attorney Borea had sent an e-mail out to the entire Town Council earlier this week about Senate Bill No. 322 and an amendment to it. Town Manager Gilbert said Councilor MacDonald has asked for this item to be put on the Town Council's agenda for May 5, 2014. The legislature ends its session on May 7, 2014 so any action taken on May 5, 2014 will get to them by the time this bill has been enacted on and by the time this bill has gone forward. Town Manager Gilbert said as part of this budget page that she would like the Town Council to authorize Mayor Vasel tonight to have a letter prepared, signed and delivered to State Representative Guerrera and State Senator Doyle if they are opposed to this bill. Town Manager Gilbert gave more details about this bill. Mayor Vasel asked Town Manager Gilbert if she wants this item brought up under "New Business" Item I. (Open Space). Town Manager Gilbert said she brought this up under Sanitation because this isn't individually

on their agenda and Sanitation is where this would come up. Mayor Vassel asked if they could move on this now. Town Manager Gilbert said yes and she said that she has this letter prepared.

Councilor Moriarty made a motion to send a letter on behalf of the Mayor to State Representative Guerrero and Senator Doyle stating opposition for Senate Bill 332 "An Act Amending the Charter of the Metropolitan District". The motion was seconded by Councilor Vargas and adopted unanimously by those present. Councilor MacDonald was absent.

Before this motion was voted on, Councilor Casasanta asked if a roll call vote was needed on this. Town Manager Gilbert said no.

At this point, the motion was voted on.

Councilor Casasanta said her question about the roll call vote was if they wanted to go on the record for each Councilor. Town Manager Gilbert told the Councilors if they wanted to go on the record stating that they are in opposition to this bill that they could do that. Councilor Casasanta said no and that was fine. She said thank you. Mayor Vassel thought they were all in opposition by this vote.

Councilor Moriarty referred to the stormwater testing and he told Councilor Szeps that they are going for a baseline when they test this every year. Councilor Moriarty said they will find things in every catch basin out there as a runoff from the vehicles. He explained some more. Councilor Szeps said he agreed with Town Manager Gilbert about a simple stormwater test and they could end up spending multiple thousands of dollars building systems to do that if they weren't doing simple stormwater tests.

Councilor Drapeau referred to the solid bulky and recycling tons performance measurements and the forecast for next year. He told Glenn Parent that he is estimating that bulky waste will be six hundred eighty-six tons for this year and he is bumping this estimate up to seven hundred fifty tons. Councilor Drapeau asked Glenn Parent if there was any reason for this. Glenn Parent said no and he said he is just trying to bump this higher than what he has been experiencing. Councilor Drapeau asked Glenn Parent if this was the same thing with solid waste and Glenn Parent said yes. Glenn Parent said their experience on both of those measurements is they are running good. He doesn't spend the line item if he has a good experience in it and it will just come in as an overage. He referred to what Finance Director Mehr had explained about any money being saved in the budget covering a bad experience they are having. Glenn Parent said if he is having a good year that he won't spend something and he would rather have the savings. He said that he has developed a number of these items in years past. Councilor Drapeau said he had a recommendation for Finance Director Mehr. Councilor Drapeau told Finance Director Mehr that it looks like he goes through a relatively detailed process describing the summary of each department on the summary page. Councilor Drapeau thinks the question about offsetting revenues that may be accumulated from some of the services comes up time and again. This is particularly in Glenn Parent's shop. Councilor Drapeau thinks it would be useful for them if someone from the Highway Department and the Finance Department could get together and put a revenue offset in the summary section that is based on whatever that department is generating for expenses. He referred to all of the things that Glenn Parent had been talking about before

(i.e. the paint, etc.). Councilor Drapeau said those all seem like great ideas but he doesn't have any concrete way of compiling this data against these expenses and he thinks this would be a much more thoughtful report if he had the offsetting revenue. Glenn Parent said he understood. Councilor Drapeau mentioned about them getting this for the next budget session probably.

Mayor Vasel asked if any other Councilors had any questions. None of them did. Glenn Parent mentioned at this point that he pays for everything electronically that is in his office (i.e. cell phone, iPad). Kevin Morton said he has his own cell phone. Mayor Vasel said for the record that he also has his own cell phone and he doesn't have a Town cell phone or a Town computer.

Mayor Vasel asked the Councilors if they were good and they were.

Councilor Vargas made a motion to move page 80 (Sanitation) of the Budget Book. The motion was seconded by Councilor Moriarty and adopted unanimously by those present. Councilor MacDonald was absent.

Glenn Parent and Kevin Morton were thanked.

H. ENGINEERING

Mayor Vasel referred to Pages 78 and 79 (Engineering – Code #01300401) of the 2014-2015 Proposed Annual Budget Book. Deputy Mayor Bell asked if these are three year contracts. Town Manager Gilbert said the Project Engineer and the Technician are part of NAGE R-288 and these are reflective of a three year contract. The Administrative Assistant is reflective of the AFSCME contract and this is a two year adjustment. Jim Sollmi (Director of Public Works) said there are four full time employees in this department and this includes himself. He said besides himself that there is a Project Engineer, an Engineering Technician and they share a secretary with the Planning Department. Mayor Vasel asked if everyone is in a union. Jim Sollmi said that everyone is except for him. Deputy Mayor Bell said the part timer would be non-union too and Jim Sollmi said yes. Finance Director Mehr said the shared position is paid for fully out of this budget. Jim Sollmi said the salary used to be split up but he thinks this was just moved to his budget for simplicity.

Mayor Vasel asked who the part time Construction Inspector is and he asked what this position is exactly. Jim Sollmi said this is an Inspector for all of the projects that they do in-house and that they design (i.e. the sidewalks and the line-striping). Mayor Vasel asked how many hours per week and how many weeks per year this is for. Jim Sollmi said this is approximately nineteen hours per week. This Inspector did work fifty-two weeks this year but he was also helping out in the Facilities Department as well. This Inspector normally takes the winter off. The other half of this position can be seen in the Facilities Department.

Mayor Vasel asked if there were any other Councilors who had questions. There were none.

Councilor Casasanta made a motion to move page 78 (Engineering) of the Budget Book. The motion was seconded by Councilor Vargas and adopted unanimously by those present. Councilor MacDonald was absent.

I. OPEN SPACE

Mayor Vasel referred to Pages 32 and 33 (Open Space & Conservation Commission – Code #01101200) of the 2014-2015 Proposed Annual Budget Book.

Councilor Szeps made a motion to move page 32 (Open Space) of the Budget Book. The motion was seconded by Councilor Vargas and adopted unanimously by those present. Councilor MacDonald was absent.

VI. ADJOURNMENT

Councilor Vargas moved to adjourn. The motion was seconded by Councilor Moriarty and adopted unanimously by those present. Councilor MacDonald was absent.

Before this motion was voted on, Councilor Kochanek said there is a problem with some of the Councilors not being able to be present for the next couple of Town Council meetings and he asked Mayor Vasel if he was aware of this. Mayor Vasel said he was asked about this and he had told Town Manager Gilbert that he is conferring with the Town Council to see if he could come up with a consensus for dates. Mayor Vasel said he is doing his best. Councilor Kochanek asked Mayor Vasel if he couldn't give them an answer about this today. Mayor Vasel said he couldn't because everyone was looking at their schedules.

Councilor Moriarty asked what was decided with regards to the Board of Education (for their budget workshop). Town Manager Gilbert said the Board of Education will be coming in on May 6, 2014 at 7:00 p.m. Councilor Moriarty said he has to work on April 29, 2014, April 30, 2014 and May 1, 2014. He asked if they could move the Town Council budget workshop that is scheduled for April 30, 2014 to April 28, 2014. Deputy Mayor Bell said she couldn't make April 28, 2014. Councilor Moriarty said he also won't have a free night during the third week in May. Mayor Vasel asked Councilor Moriarty to tell him the dates that he is unavailable and he will try to get a consensus. Councilor Moriarty said he isn't available the week of May 12, 2014. Mayor Vasel said for them to get together to see if they can come up with a consensus on their side because it will be a problem if they are going to lose three other people.

At this point, the motion was voted on.

As there was no further discussion, the budget workshop was adjourned at 8:16 p.m.

Respectfully submitted,

Jessica M. Dumas
Clerk of the Council